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BIDS AND AWARDS COMMITTEE

SUPPLEMENTAL/BID BULLETIN

Procurement for the Delivery of Security Services for OMB RO8

ADDENDUM NO. 2013-01

September 30, 2013

This addendum No. 2013-01 is issued to modify/amend/clarify items in the bidding documents. This shall form part of the bidding documents.

Section III. Bid Data Sheet

ITB Clause 20.3

- This is to clarify that if a prospective bidder opted to submit the original of their eligibility documents, the original documents can only be retrieved by the bidder or his duly authorized representative after the bidding process by substituting it with certified photocopy of the withdrawn original documents.

ITB Clause 29. 2 (d)

- Clarification for item number 1: "*Pending Labor Case from DOLE*" means that there is already a docketed case/complaint in the DOLE and the respondents are already directed to answer the complaint. In lieu of the Certificate of No Pending Labor Case from DOLE, a letter requesting the same which was duly received by the DOLE may be submitted.
- Licenses/documents required under items number 2 and 3 are hereby amended to read as follows:
 2. Clearances/Certificates from PhilHealth & Pag-Ibig
 3. Clearance/Certificate from SSS and/or Proof of Remittance to SSS as of December 31, 2012.
- The format of Anti-Graft Certificate (Sworn) will be provided to the bidder with lowest calculated responsive bid.

Section VII. Technical Specifications

- Item No. C.6.5 [One (1) Unit Megaphone and its Accessories] is hereby omitted.
- Item No. C.6.12 is hereby amended to read as follows:

C.6.12 Office supplies for guards such as logbook, incident report form, leave form and other administrative forms.
- Item No. E.2.1 is hereby amended to read as follows:

E.2.1 **a) No. of Licensed Firearms** – one (1) firearm for every three (3) security guards in the Security agency’s employ or compliance/submission of Monthly Disposition Report (MDR) as of August 2013 indicating the allowable minimum ratio.

Section VIII. Bidding Forms

The new format for the Price Schedule is hereby amended as follows:

PRICE SCHEDULE

Name of Project: Procurement for the Delivery of Security Services for OMB RO8
Name of Bidder: _____

REIMBURSEABLE COSTS: A. Payable Directly to SG:	MONTHLY RATE				Total for 4 SGs
	1 Male SG (6AM-2PM)	1 Male SG (2PM-10PM)	1 Male SG (10PM-6AM)	1 Female SG (8AM-12NN) (12NN – 5PM)	
1. Basic Salary					
2. COLA					
3. Uniform Allowance (RA 5487)					
4. 13 th Month Pay					
5. Service Incentive Leave Pay					
<i>Subtotal</i>					
B. Payable to the Government, Employer Share:					
1. Social Security Premium					
2. ECC Insurance Premiums					
3. Philhealth Premiums					
4. Pag-IBIG Contribution					
5. Retirement Benefits (RA 7641)					
<i>Subtotal</i>					
C. Provision for Overtime & Night Shift Differential					
1. Overtime Pay (if applicable)					
2. Night Shift Differential Pay					
<i>Subtotal</i>					

D. Total Reimbursable Costs (A+B+C)					
E. Administrative Cost/Agency Fee					
F. Amount Before Tax					
G. Tax Obligations (12% VAT of Agency Fee per RMC No. 39-2007)					
H. Total Monthly Contract Rate					
I. Total Contract Rate for One (1) Year					

The amount under Items A, B & C in the Price Schedule should not be lower than the minimum requirement as provided under existing applicable laws, hence, bids lesser than said amounts shall be declared non-responsive.

- The number of days per year for female security guard is 261 days
- The number of days per year for each male security guard is 393.5 days
- On Checklist of Bid Requirements: In case of discrepancy between the Instruction to Bidder (ITB) and the Checklist of Bid Requirements, the ITB shall prevail.

For guidance and information of all concerned.

(SGD) ATTY. EDWIN B. TABARANZA
Chairman, BAC